

NICOLE ADLER

San Ramon, California 94583, United States | nicoleadler.design@gmail.com | 925 457 2859

PROFILE

Graphic designer with a background in print production, branding, and UX/UI design. Proficient in Adobe Creative Cloud, Figma, and Google Workspace. Known for strong attention to detail, clear communication, and the ability to manage projects from concept through completion.

AREAS OF EXPERTISE

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|------------------------|------------------------|--------------------|-----------------------|
| • Adobe Creative Cloud | • Figma (UX/UI Design) | • Brand & Identity | • Brand Management |
| • Project Coordination | • Communication | • Leadership | • Attention to Detail |
| • Time Management | • Google Workspace | | |

PROFESSIONAL EXPERIENCE

Print Specialist, Staples 2026

San Ramon

- Supported customers with business cards, flyers, posters, banners, and custom print orders from consultation through production; prepared print-ready files with proper resolution, bleeds, color accuracy, and layout consistency.
- Operated print equipment, resolved order issues, and coordinated with customers and team members to deliver accurate, on-time results in a fast-paced retail environment.

Crew Member, Trader Joe's 2021 to 2023

San Ramon

- Led the Health & Beauty Aids section, managing ordering, merchandising, and daily organization to keep stock and presentation standards high.
- Communicated effectively with team members and supported store operations to maintain a positive customer experience and efficient workflow.

Visual Documentation & Menu Design, Danville Harvest 2019 to 2021

Danville

- Designed training manuals, menus, signage, and event collateral to support daily operations and brand consistency.
- Created clear, polished print and digital materials in collaboration with staff to translate information into easy-to-use customer and team-facing pieces.

Front of House Manager & Food Server, Esin Restaurant 2015 to 2019

Danville

- Managed front-of-house operations including scheduling, training, payroll, inventory, and guest service support.
- Coordinated team workflows and balanced administrative responsibilities with hands-on service in a fast-paced hospitality environment.

Event Branding & Food Server, Hillstone Restaurant 2008 to 2015

San Francisco

- Supported event branding and guest-facing materials for private events and restaurant functions.
- Delivered polished client experiences through clear communication, organization, and attention to detail while assisting with service execution.

EDUCATION

Diablo Valley College

General Education

California State University, East Bay

Bachelor of Fine Arts — Graphic Design

GPA: 3.85

Relevant Coursework: Typography, Brand Identity, Information Design, Packaging Design, UX Design, Print Production, Visual Communication.

PORTFOLIO

nicoleadlerdesign.com

AWARDS

Dean's List

Phi Theta Kappa Honor Society

Society of Collegiate Leadership and Achievement

Society of Leadership and Success

PROFESSIONAL DEVELOPMENT

Google UX Design Certificate

In Progress

Google Digital Marketing & E-Commerce Certificate

In Progress